



JAMES A. NOYES, Director

# COUNTY OF LOS ANGELES

## DEPARTMENT OF PUBLIC WORKS

*"Enriching Lives"*

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IN REPLY PLEASE

REFER TO FILE: **PJ-1**

March 4, 2004

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, CA 90012

Dear Supervisors:

**EAST LOS ANGELES CIVIC CENTER RENOVATION  
CONSTRUCTION OF CIVIC CENTER WAY  
FROM THIRD STREET NORTHERLY 421 FEET  
ADOPT, ADVERTISE, AND AWARD  
SPECS. 6630  
SUPERVISORIAL DISTRICT 1  
3 VOTES**

**JOINT RECOMMENDATION WITH THE CHIEF ADMINISTRATIVE OFFICER THAT  
YOUR BOARD:**

1. Adopt the plans and specifications for the construction of the Civic Center Way at an estimated construction cost of \$300,000 funded by First District Road Funds, and instruct the Executive Officer to advertise for bids to be received and opened on April 13, 2004, in accordance with the "Instruction Sheet for Publishing Legal Advertisements" (Enclosure B).
2. Authorize the Director of Public Works to award the construction contract to the apparent lowest responsible bidder meeting the criteria adopted by your Board, for a not to exceed amount of \$330,000, and to deliver the project. Authorize the Director of Public Works to execute a contract in the form

previously approved by County Counsel to be financed from First District Road Funds and to establish the effective date following receipt of approved Faithful Performance and Labor and Materials Bonds and insurance certificates filed by the contractor.

### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

Approval of the recommended actions will authorize Public Works to receive construction bids and award a construction contract for the new East Los Angeles Civic Center Way. The improvements will include constructing a new asphalt roadway; including curb and gutter, cross gutters, and curb ramps; and installing traffic signals.

Public Works is currently managing the renovation of the East Los Angeles Civic Center, including the construction of the East Los Angeles Library to replace the existing library. Included in the renovation of the Civic Center is a new roadway (Civic Center Way) beginning at Third Street and extending north approximately 421 feet to the parking lot for the new library. Construction of the new library is scheduled to be completed in June 2004.

Construction of Civic Center Way was originally part of the Stage 3 improvements. However, Stage 3 is currently in the final stages of design, and construction is not scheduled to begin until September 2004. In order to ensure completion of Civic Center Way by the scheduled completion date of the new library, it is recommended that the Civic Center Way improvements be completed as a separate contract.

The recommended actions will authorize the Director of Public Works to advertise for bids and award a construction contract to a bidder who meets the criteria adopted by your Board.

These improvements are part of Public Works' ongoing highway construction and maintenance program.

### **Implementation of Strategic Plan Goals**

These actions are consistent with the County's Strategic Plan Goal of Service Excellence as the proposed improvements will enhance the delivery of public services to the residents of East Los Angeles. These actions are also consistent with the Goal of Fiscal Responsibility as it is an investment in public infrastructure.

Also, the renovation and redevelopment of the East Los Angeles Civic Center is an integral component of the Strategic Plan for Municipal Services to Unincorporated Areas. One of the plan's objectives under Action Plan A is the piloting of at least one Civic Center facility model in an unincorporated area of Los Angeles County by Fiscal Year 2004-05. The plan recommends East Los Angeles as that pilot's site. As a facility model, the East Los Angeles Civic Center will assemble County municipal services in a "one-stop" setting with departments working collaboratively as a joint venture to increase the convenience and speed of services.

### **FISCAL IMPACT/FINANCING**

Public Works' fair construction cost estimate for Civic Center Way without contingency is \$300,000. The total project cost for the entire East Los Angeles Civic Center Renovation Project, including the new library, Civic Center Way, land acquisition, plans and specifications, plan check, construction, equipment, consultant services, miscellaneous expenditures, and County services, is currently estimated at \$26,619,608. The project schedule and budget summary are included in Enclosure A.

The Civic Center Way improvements are being funded by Road Funds from the Fiscal Year 2003-04 First District Road Construction Project Budget. Sufficient appropriation is available in the Road Fund Budget to fund this project.

In the event the lowest responsible bid received exceeds the construction budget estimate of \$330,000, we will return to your Board with recommendations for approval of funding or a reduction in scope. We will work with the Chief Administrative Office to develop these recommendations.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

A standard contract, in the form previously approved by County Counsel, will be used. The standard Board-directed clauses that provide for contract termination, renegotiation, and hiring qualified displaced County employees will be included in the contract.

As requested by your Board on August 12, 1997, and as a threshold requirement for consideration for contract award, bidders will be required to attest their willingness to consider Greater Avenues for Independence Program/General Relief Opportunity for Work participants for future employment.

The specifications contain provisions requiring the contractor to report solicitations of improper consideration by County employees and allowing the County to terminate the contract if it is found that the contractor offered or gave improper consideration to County employees.

As required by your Board, language has been incorporated into the specifications stating that the contractor shall notify its employees, and shall require each subcontractor to notify its employees, about Board Policy 5.135, the Safely Surrendered Baby Law, and that they may be eligible for the Federal Earned Income Credit under the Federal income tax laws.

Bidders will also be required to show full compliance with Los Angeles County Code Chapter 2.200 (Child Support Compliance Program) and Chapter 2.203 (Contractor Employee Jury Services Program).

#### **ENVIRONMENTAL DOCUMENTATION**

On July 25, 2000, your Board approved the Negative Declaration for renovating the Civic Center campus, park, and lake, including Civic Center Way; and on February 26, 2002, your Board approved the Negative Declaration for acquisition and development of the Third Street parking lot.

#### **CONTRACTING PROCESS**

Advertising for bids will be in accordance with the County's standard "Instruction Sheet for Publishing Legal Advertisements" (Enclosure B).

As requested by your Board on February 3, 1998, this contract opportunity will be listed on the "Doing Business with Us" website.

Participation by Community Business Enterprises in the project is encouraged through Public Works' Capital Projects' CBE Outreach Program and by monitoring the good faith efforts of bidders to utilize CBEs.

These improvements will be contracted on an open competitive bid basis. The contract will be awarded to the apparent lowest responsive and responsible bidder meeting the criteria established by your Board and the California Public Contract Code.

The Honorable Board of Supervisors  
March 4, 2004  
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**IMPACT ON CURRENT SERVICES (OR PROJECTS)**

Construction, which is scheduled to begin in May 2004 and be completed in June 2004, will not impact public access to existing services at the Civic Center. Local residents and businesses will be informed that traffic and local access will be mildly disrupted during construction.

**CONCLUSION**

Please return one adopted copy of this letter to the Chief Administrative Office (Capital Projects Division) and Public Works.

Respectfully submitted,

JAMES A. NOYES  
Director of Public Works

DAVID E. JANSSEN  
Chief Administrative Officer

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cc: County Counsel  
Department of Public Social Services (GAIN/GROW Program)  
Office of Affirmative Action Compliance (Ozie Smith)

March 4, 2004

**ENCLOSURE A**

**EAST LOS ANGELES CIVIC CENTER RENOVATION  
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FROM THIRD STREET NORTHERLY 421 FEET  
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**I. PROJECT SCHEDULE**

<b>Project Activity</b>	<b>Scheduled Completion Date</b>
Construction Documents	01/29/04*
Jurisdictional Approvals	01/29/04*
Board Adopt and Advertise	03/16/04
Award Construction Contract	04/19/04
Construction Start	05/04/04
Substantial Completion	06/25/04
Final Acceptance	08/27/04

\* Actual completion date

## II. PROJECT BUDGET SUMMARY

Budget Category	Approved Project Budget	Impact of this Action	Proposed Project Budget
Land Acquisition	\$ 3,253,118	\$ -	\$ 3,253,118
Demolition of Old Courthouse	\$ 264,445	\$ -	\$ 264,445
Demolition of Miscellaneous Structures	\$ 156,144	\$ -	\$ 156,144
Plans and Specifications:			
Original Contract Value	\$ 1,127,816	\$ -	\$ 1,127,816
S.A. 1-Lake Improvements Study	23,871	-	23,871
S.A. 2-Art Subconsultant Services	30,000	-	30,000
S.A. 3-Additional Services	25,950	-	25,950
S.A. 4-Lake Improvement Engineering	68,467	-	68,467
S.A. 5-Library Civic Art	76,895	-	76,895
S.A. 6-Alternate Designs	19,700	-	19,700
S.A. 7-Civic Art Work	59,475	-	59,475
S.A. 8-Additional Services	66,197	-	66,197
S.A. 9-Additional Services	3,300	-	3,300
S.A. 10-Additional Services	\$ 257,388	-	257,388
Total - A/E Contract	1,759,059	-	1,759,059
Design Contingency	\$ -	\$ -	\$ -
Total Plans and Specifications	\$ 1,759,059	\$ -	\$ 1,759,059
Plan Check and Jurisdictional Review	\$ 67,999	\$ -	\$ 67,999
Construction:			
Construction Contract Stage 1-SEA Facility	\$ 466,484	\$ -	\$ 466,484
Construction Contract Stage 2-Park & Lake	3,123,600	-	3,123,600
Construction Contract Stage 3-Campus	4,400,000	(330,000)	4,070,000
Construction Contract Stage 4-County Hall	1,862,523	-	1,862,523
Change Orders	1,036,468	(33,000)	1,003,468
Utilities	45,000	-	45,000
Civic Art	75,940	-	75,940
Artist Contract - Amesuca	74,500	0	74,500
Artist Contract - Arreola	65,000	0	65,000
Artist Contract - Delgado	42,000	0	42,000
Artist Contract - Duffy	39,100	0	39,100
Civic Center Way (From Third Street)	0	330,000	330,000
Change Orders for Civic Center Way	\$ 0	\$ 33,000	\$ 33,000
Total Construction	\$ 11,230,615	\$ 0	\$ 11,230,615
Equipment	\$ 101,500	\$ -	\$ 101,500
Consultant Services	\$ 299,224	\$ -	\$ 299,224
Miscellaneous Expenditures	\$ 27,674	\$ -	\$ 27,674
County Services	\$ 1,835,222	\$ -	\$ 1,835,222
New East Los Angeles Library*	\$ 7,624,608	\$ -	\$ 7,624,608
<b>TOTAL**</b>	<b>\$ 26,619,608</b>	<b>\$ 0</b>	<b>\$ 26,619,608</b>

\* The total budget for the new East Los Angeles Library is \$7,670,000, including \$45,392 for the Library art work included as part of Supplemental Agreement 5.

\*\* This budget is for the entire East Los Angeles Civic Center Renovation Project, including the new public library.

March 4, 2004

**ENCLOSURE B**

**EAST LOS ANGELES CIVIC CENTER RENOVATION  
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**INSTRUCTION SHEET FOR PUBLISHING LEGAL ADVERTISEMENT**

From: Department of Public Works  
Construction Division

**PUBLISHING**

In accordance with Section 20392 of the Public Contract Code:

Publish: At least ten consecutive times, prior to the date set for opening bids, in a daily newspaper of general circulation printed and published in the County and designated by the Board, or for at least two consecutive times prior to such date in a weekly newspaper printed and published in the County and designated by the Board.

Time Limitation: To open bids in four weeks.



### **NOTICE INVITING BIDS**

Sealed bids will be received by the County of Los Angeles Department of Public Works, Construction Division, for the construction of an asphalt roadway, including curb and gutter and curb ramps; and installation of traffic signals, striping and pavement markings; and other appurtenant work under Project ID No. P100000292, East Los Angeles Civic Center Renovation, Construction of Civic Center Way, from Third Street Northerly 421 feet, in the vicinity of East Los Angeles.

The bids must be submitted at the Cashier's Office, west side of main lobby, 900 South Fremont Avenue, Alhambra, California 91803-1331, before 11 a.m. on Tuesday, April 13, 2004. The bids will then be publicly opened and read in Conference Room A or at the location posted in the main lobby.

The work shall be done in accordance with the plans and specifications on file and open for inspection at the County Board of Supervisors Executive Office and the Department of Public Works. The work is estimated to cost \$300,000 and shall be completed in 35 working days. The work requires a California Class A or C12 contractor's license. Prebid questions regarding the plans and specifications should be directed to Ms. Christine Quirk at (626) 458-3199.

The bids must be submitted on the proposal forms included in the bidder's package of the Contract Documents, which may be purchased for \$15 if picked up at the aforementioned Cashier's Office, (626) 458-6959, Monday through Thursday between 7 a.m. and 5:30 p.m.; or for \$19 if mailed, which includes postage and handling.

Each bid must be accompanied by a certified check, cashier's check, or surety bond payable to Los Angeles County in an amount equal to at least 10 percent of the bid to guarantee that the bidder will enter into the contract if it is so awarded.

All persons performing the work shall be paid not less than the General Prevailing Wage Determination prepared by the Director of Industrial Relations pursuant to the California Labor Code. Copies of these wage rates are available at the Department of Public Works.

The bid must provide full disclosure of False Claims Act violations and civil/criminal legal actions as provided for on the three forms included as part of the proposal. Failure to complete these forms may result in a determination that the bidder is nonresponsive and/or not responsible.

Enclosure B  
March 4, 2004  
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The contract, if awarded, will be awarded to the lowest responsive and responsible bidder; however, the Board of Supervisors reserves the right to reject any and all bids.

A responsible bidder is a bidder who has demonstrated the attribute of trustworthiness, as well as quality, fitness, capacity, and experience to satisfactorily perform the contract. It is the County's policy to conduct business only with responsible contractors.

The successful bidder will be required to submit a faithful performance bond, payment bond, liability insurance, and workers' compensation insurance with the contract.

As provided for in Section 22300 of the California Public Contract Code, the contractor may substitute securities for any monies withheld by the Department of Public Works to ensure performance under the contract, or enter into an escrow agreement for payment of such monies to an escrow agent.

Para mas informacion con relacion a esta noticia, por favor llame a este numero (626) 458-3118. Nuestras horas de oficina son de 7 a.m. a 5:30 p.m. de Lunes a Jueves.

Each person by submitting a response to this Notice Inviting Bids certifies that such bidder and each County lobbyist and County lobbying firm, as defined by Los Angeles County Code Section 2.160.010, retained by the bidder, is in full compliance with Chapter 2.160 of the Los Angeles County Code.

The County supports and encourages equal opportunity contracting.

By order of the Board of Supervisors of the County of Los Angeles, State of California.

Dated March 16, 2004.

Violet Varona-Lukens  
Executive Officer  
of the Board of Supervisors